

1. The first step in the process is to identify the problem or issue that needs to be addressed. This involves gathering information and understanding the context of the problem.

2. The second step is to define the objectives and goals of the project. This involves determining what you want to achieve and how you will measure success.

3. The third step is to develop a plan or strategy. This involves identifying the steps you need to take to achieve your objectives and goals.

4. The fourth step is to implement the plan. This involves putting your plan into action and making any necessary adjustments along the way.

5. The fifth step is to evaluate the results. This involves assessing the outcomes of your project and determining whether you have achieved your objectives and goals.

6. The sixth step is to document the process. This involves recording the steps you took and the results you achieved, so that you can learn from the experience and use it in the future.

7. The seventh step is to communicate the results. This involves sharing the outcomes of your project with the relevant stakeholders and providing feedback on the process.

8. The eighth step is to review the process. This involves reflecting on the entire process and identifying any areas for improvement.

9. The ninth step is to celebrate success. This involves acknowledging the achievements of your team and celebrating the successful completion of the project.

10. The tenth step is to learn from the experience. This involves reflecting on the lessons learned from the project and using them to inform future projects.

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Class	Subclass	Date	Examiner

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